

It's time for the Town of Leesburg's Christmas & Holiday Parade! Saturday, December 11th, 2021 6:00pm



The parade kicks off at Ida Lee Park and travels south on King Street, ending at the intersection of Fairfax and South King Streets.



PARADE SCHEDULE

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| 3:00pm | Ida Lee front field opens for float set-up and staging. Please access via King Street. |
| 5:30pm | Streets close. All units must be in Ida Lee front field thirty minutes prior. |
| 6:00pm | Parade begins. |

PARTICIPATION GUIDELINES

- ★ Participation is free.
- ★ The Parks and Recreation Department will host Santa in the parade.
- ★ No other individuals will be allowed to pose as Santa.
- ★ All participating groups must be at Ida Lee Park front field no later than 5:00pm.
- ★ Giveaway items such as candy, coupons, etc. are encouraged. Throwing of candy, food items, toys, or any other object from floats, decorated vehicles, walking entries, or any parade participant is strictly prohibited. Entries wishing to distribute such items must designate walkers to accompany their entry and hand the items to spectators. Violators will be asked to leave the parade.
- ★ All units must keep moving and in the line of march at all times. Units must not stop on the parade route at any time. Intentional delay or stopping will not be allowed and could result in removal from parade and/or disqualification of future parade participation.
- ★ Each entry will be responsible for keeping their designated lineup area clean and should bring trash bags to clean up any mess resulting from entry preparation.
- ★ Vehicular entries will be limited to 10 vehicles per group.
- ★ Groups that include children under age six (6) must have a decorated vehicle available for children's transport.
- ★ Any person operating a motorized vehicle must be at least 18 years old, have a valid drivers license and obey all traffic signs.
- ★ Parade entry drivers must be prepared to stop at any time to allow other entries to enter the parade. and must obey the instructions of parade staff and emergency personnel at all times.
- ★ Parade entries are asked to not stop at the end of the parade route on South King Street to unload. Please follow police direction.
- ★ Animal units must provide immediate waste cleanup.
- ★ The use of sirens & air horns is prohibited and reserved for emergency purposes only.
- ★ All parade entries should be decorated in a holiday/winter theme. Music, lights, and other decorations are highly encouraged!
- ★ Lighted float participants will be automatically entered in the Holiday in Lights contest. The best overall light-decorated float will be chosen and the winner will have their name engraved on the Holiday in Lights Trophy displayed at Town Hall.
- ★ Parade officials reserve the right to remove entries from the lineup for unsafe or inappropriate behavior or for use of inappropriate or potentially disruptive signage and/or language.
- ★ If floats must be partially or completely dismantled at the end of the parade route, bring trash bags and make arrangements to clean up any mess resulting from dismantling.

ENTRY FORM

Name of Organization/Club/Individual: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone: _____ Parade Day Phone: _____

Please check all that apply to your entry:

☐ Walkers WITH Float or Vehicle

☐ Music or Singing

☐ Walkers Only Group

☐ Decorated Vehicle

☐ Float (trailer pulled by vehicle)

☐ Other: _____

☐ Horses or other Animals

Number of Participants: _____

☐ I will have walkers six (6) and younger. The vehicles I'm providing for riding are: _____

Please fax your application to 703-737-7165 or mail to:

Leesburg Christmas and Holiday Parade Registration
c/o Billy Moffett

60 Ida Lee Drive, N.E. ★ Leesburg, Virginia 20176

Or email to bmoффett@leesburgva.gov



The Town of Leesburg, will NOT be responsible for any injury, theft or damage to any persons, equipment, instruments or vehicles participating in the Leesburg Christmas & Holiday Parade. We reserve the right to refuse entry to any participant.

By attending or participating in this event, you are granting the Town of Leesburg permission to use photographic images of you and/or your minor children for marketing purposes.